

IOWA VERTICAL INFRASTRUCTURE ADVISORY COMMITTEE

**December 9, 2011
Meeting Minutes**

The Governor's Vertical Infrastructure Advisory Committee met via conference call and in person at the Facilities management Center, Des Moines, Iowa.

Call to Order and Roll Call

The meeting was called to order at 9:02 am.

Those in attendance were as follows:

Scott Norvell, Vertical Infrastructure Advisory Committee Member (via phone)
Tom Nichols, Vertical Infrastructure Advisory Committee Member
Eve Palmer, Vertical Infrastructure Advisory Committee Member (via phone)
Dan Prymek, Vertical Infrastructure Advisory Committee Member (via phone)
Camille Valley, Vertical Infrastructure Advisory Committee Member
Tara Barney, Vertical Infrastructure Advisory Committee Member (via phone)
Caleb Hunter, Dept. of Administrative Services (via phone)
Jennifer Moehlmann, Dept. of Administrative Services, General Services Enterprise
Karalyn Kuhns, Dept. of Human Services
Shane Antle, Dept. of Public Safety (via phone)
Kathy Shannon, Iowa Veterans Home (via phone)
Mary Braun, Legislative Staff

The following committee members were absent:

Gary Benshoof, Vertical Infrastructure Advisory Committee Member

Consent Agenda

Dan Prymek made a motion to approve the November 17th meeting minutes. Eve Palmer seconded the motion and it passed unanimously.

Discussion of 2011 Annual Report to Governor

Jennifer Moehlmann reviewed the draft of the 2011 Annual Report and discussed how the changes requested at the November 17th meeting were incorporated. Camille Valley suggested the order of Tabs 2 and 3 be reversed, so that routine maintenance was at the end of the report, and text be added to the top of the FY2013 5-Year Infrastructure Plan explaining how the projects were ranked. Scott Norvell asked DAS to add a brief Executive Summary to the report, including a graph contrasting the identified project need with recent appropriations. There was a discussion regarding the role of the Committee in funding for routine maintenance. In the past, the Committee's focus has included routine maintenance in addition to major maintenance, but the Executive Order language only mentions major maintenance. It was decided to keep the routine maintenance funding language in the document, but not highlight it in the Executive Summary. Karalyn Kuhns suggested clarifying the title of the FY12 Identified Funding graph to indicate how much funding was actually received. Once the Executive Summary is added and the other changes are made, Jennifer Moehlmann will email the report out to the Committee members for their approval. Once four Committee members reply with their approval, the report will be hand delivered to the Governor's office, posted on the VIAC website, and emailed to the Secretary of the Senate, Chief Clerk of the House and Director of the Legislative Services Agency. Tom Nichols made a motion to approve the report with the changes discussed at the meeting. Camille seconded the motion and it passed unanimously.

Other Business

Jennifer Moehlmann informed the Committee that the Capitol Planning Commission would like to have a joint meeting with the Vertical Infrastructure Advisory Committee at the next Commission meeting, which is scheduled for January 4, 2012 from 9 am – noon. Scheduling conflicts will prevent a quorum of VIAC members from attending so it was decided that Dan Prymek, Eve Palmer and Scott Norvell will try to attend and Jennifer Moehlmann will make sure they have time on the Commission's agenda to discuss the 13th Annual Report and VIAC's activities during the past year. The Committee supported having a joint meeting and decided that VIAC will invite Capitol Planning Commission members to attend a meeting later in 2012.

The Committee's next official meeting will be on January 19, 2012 in Des Moines, possibly at Terrace Hill.

Adjourn

Meeting adjourned at 9:35 am.